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Idaho Legislature – 2011 Legislative Session

My Bill Tracker

Overview

My Bill Tracker is a real-time web-based bill tracking system that allows users to follow / track legislation throughout the legislative bill process. By maintaining lists of legislation, users are able to follow the progress of the legislation they are interested in without having to sort or search through an entire years worth of work from the legislature. This web-based application is available at no charge to its users.

By creating multiple lists, users are able to categorize the legislation they wish to track. For example, grouping all Taxation related bills on one list, and all Education related legislation on another. Legislation can also be added to multiple lists, for example the same bill might be included in lists regarding Taxation, Transportation, and Agriculture.

You must have a valid email account to sign-up / login to use the Idaho Legislature Bill Tracker program. My Bill Tracker program will allow you to create and maintain personalized lists of legislation to track, you can choose to be notified by email when a new action occurs on any of the bills on your list(s), add your own notes to bills on your lists, and print your list(s). The notes you enter regarding a particular piece of legislation are personal to you, and are not visible to other users.

Note: E-mail notifications are sent once per day and only if action is taken on tracked bills and/or resolutions, proclamations, and memorials. If no action is taken, e-mail notification will not be sent.

Getting Started

From the Idaho Legislature home page <http://legislature.idaho.gov/> click on the My Bill Tracker link.

2012 Legislative Session

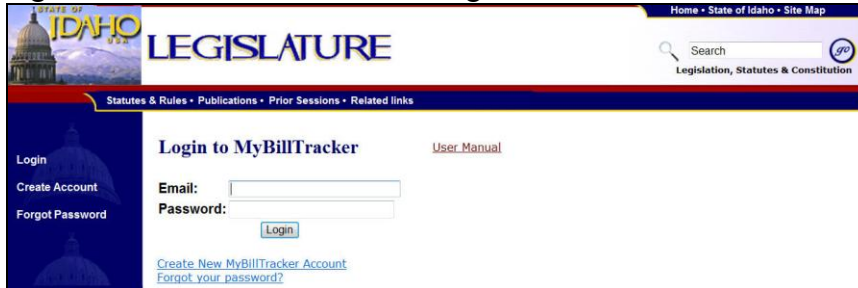
- ✦ [Bill Center](#) - text, history, statements of purpose, fiscal notes of legislation
- ✦ [Calendars and Agendas](#) - House and Senate reading calendars and committee agendas
- ✦ [Committee Minutes](#) - minutes of House and Senate standing committees
- ✦ [House and Senate Journals](#) - daily record of House and Senate business
- ✦ [Budget Hearing Schedule](#) - Joint Finance-Appropriations Committee
- ✦ Administrative Rules - [committee review books](#), [rules reviewed during interim](#) & [2012 Rules](#)
- ✦ [2012 Mini Directory](#) and [2012 Legislative Directory](#) - summary of legislator information
- ✦ [Video and Audio Streaming](#) - live coverage of House and Senate; committee hearings
- ✦ [My Bill Tracker](#) - Sign up / Login here to track bills, create multiple bill lists & receive email notifications

Note: you must have a valid email account to register / sign up for this service.

Sign / Login to My Bill Tracker

If this is your first time visiting “MyBillTracker” you will need to register / create an account before you can sign in and create tracking lists.

If you have already created an account sign in by typing the Email / password you registered with and click on the “Login” button.



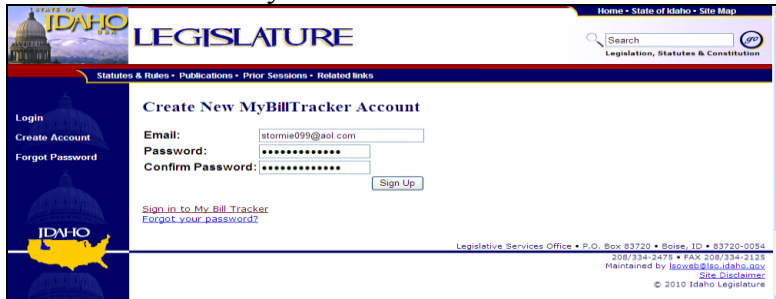
The screenshot shows the Idaho Legislature website with the "LEGISLATURE" header. On the left is a navigation menu with "Login", "Create Account", and "Forgot Password". The main content area is titled "Login to MyBillTracker" and includes a "User Manual" link. There are input fields for "Email:" and "Password:", followed by a "Login" button. Below the login fields are links for "Create New MyBillTracker Account" and "Forgot your password?". The top of the page features a search bar and links for "Home", "State of Idaho", and "Site Map".

Creating an Account

You must have a valid email account to create / sign up for MyBillTracker.

1. Click on the “Create Account” on the left menu bar or the hyperlink “Create New MyBillTracker Account” at the bottom of the page.

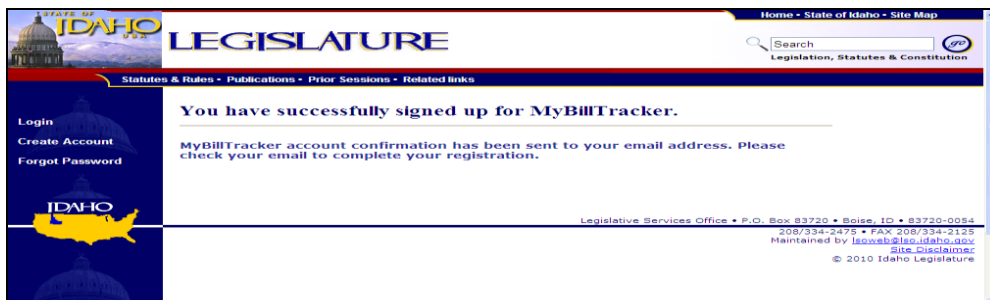
The “Create New MyBillTracker Account” screen will be displayed.



The screenshot shows the "Create New MyBillTracker Account" page. It includes the same navigation menu and header as the login page. The main content area has a "Sign in to My Bill Tracker" link and a "Forgot your password?" link. The "Create Account" section contains input fields for "Email:" (with the example "stormie099@aol.com"), "Password:", and "Confirm Password:", followed by a "Sign Up" button. The footer contains contact information for the Legislative Services Office and a copyright notice for 2010 Idaho Legislature.

1. Email: Type in a valid email address
2. Password: Type in a password
3. Confirm Password: Type in the same password
4. Click on the “Sign Up” button.

The following screen will be displayed. Close this screen and check your email to continue registering.



The screenshot shows the "You have successfully signed up for MyBillTracker." confirmation page. It features the same navigation menu and header. The main content area displays a message: "MyBillTracker account confirmation has been sent to your email address. Please check your email to complete your registration." The footer contains the same contact information and copyright notice as the previous pages.

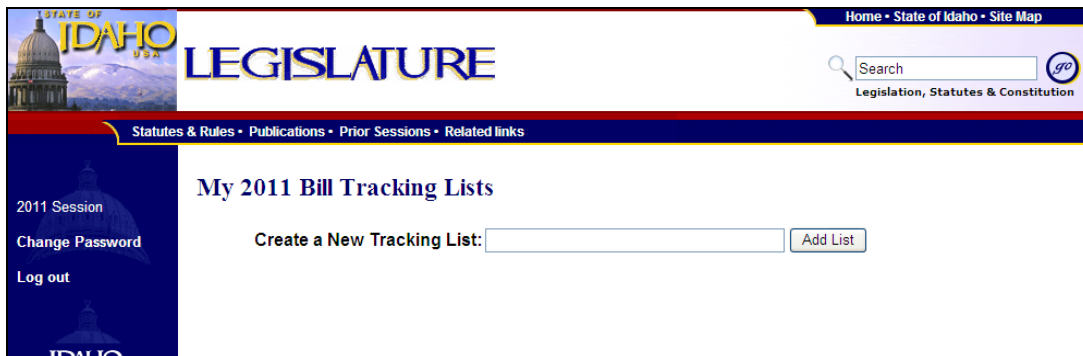
Signup / Register and Email Notification

You will see an email from MyBillTracker with a subject of LSO My Bill Tracker Account Confirmation. **If you do not see this email in your in box, please check your junk or spam folder(s).**

Example of Email notification you will receive

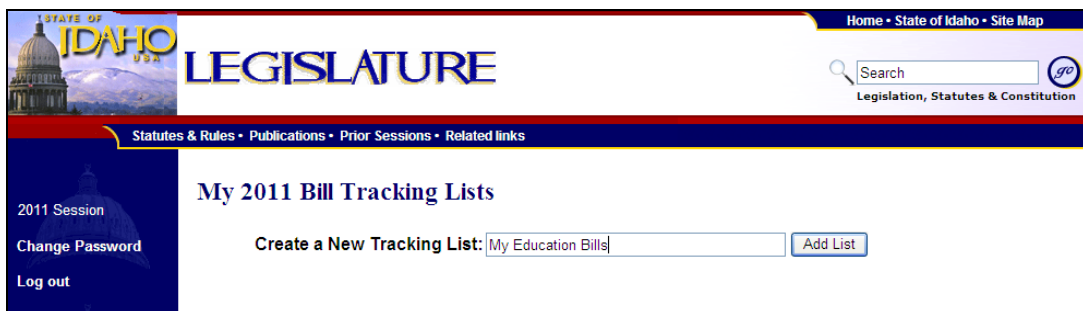
<input type="checkbox"/>	From	<input type="checkbox"/>	Subject
<input type="checkbox"/>	MyBillTracker	<input type="checkbox"/>	LSO My Bill Tracker Account Confirmation
<p>You recently registered for LSO MyBillTracker. To complete your registration, follow this link:</p> <p>http://legislature.idaho.gov/MyBillTracker/Confirmation.do?code=i0t4jg9!&email=nclark@lso.idaho.gov</p> <p>Thanks,</p> <p>Idaho Legislative Services Office</p>			

1. Click on the link in the email notification; you will automatically be logged in to your account and taken to the “My 2011 Bill Tracking Lists” screen where you will create your tracking list(s) and add available bills.



Creating a Tracking List

1. In the “Create a New Tracking List” field, type a personalized name for your list
Example: *My Education Bills* or *My Bills*
2. Click the “Add List” button.



You can create additional lists at this time or at a later date / time after logging into your account.

Example of two lists created.

The screenshot shows the 'My 2011 Bill Tracking Lists' page on the Idaho Legislature website. At the top, there is a navigation bar with 'Home • State of Idaho • Site Map' and a search box. Below this is a sidebar with '2011 Session', 'Change Password', and 'Log out'. The main content area has a title 'My 2011 Bill Tracking Lists' and a form to 'Create a New Tracking List:'. Below the form is a table with two rows: 'My Education Bills' and 'My Tax Bills'. Each row has columns for 'Add Email Notification?' (with a checked box for Education Bills and an unchecked box for Tax Bills), 'List Name - View', 'Add/Remove Bills', 'Delete', and 'Print'.

Add Email Notification?	List Name - View	Add/Remove Bills	Delete	Print
<input checked="" type="checkbox"/>	My Education Bills	Add/Remove Bills	Delete	Print
<input type="checkbox"/>	My Tax Bills	Add/Remove Bills	Delete	Print

Selecting to Receive Email Notification(s)

E-mail notifications are sent once per day *and* only if action is taken on tracked bills and/or resolutions, proclamations, and memorials. If no action is taken, e-mail notification will not be sent.

If you wish to receive daily email notification when / if actions occur on any bills in your list check the “Add Email Notification” check box for the list(s) in which you wish to be notified. Note: you can come back and select / de-select email notifications at anytime.

This screenshot is similar to the previous one but includes a callout box pointing to the 'Add Email Notification?' column. The callout box contains the text: 'Check to receive an email notification when an action occurs on a bill in your list. Uncheck to stop receiving email notification.' The table structure is the same as in the previous screenshot.

Add Email Notification?	List Name - View	Add/Remove Bills	Delete	Print
<input checked="" type="checkbox"/>	My Education Bills	Add/Remove Bills	Delete	Print
<input type="checkbox"/>	My Tax Bills	Add/Remove Bills	Delete	Print

Adding / Removing Bills

After you have created your list(s) you can add/remove bills, delete or print your list. Note: you must add bills to your list before clicking on the “Print” link, otherwise the list will be blank.

This screenshot is similar to the previous ones but includes a callout box pointing to the 'Add/Remove Bills' link in the 'My Education Bills' row. The callout box contains the text: 'Click to add / remove bills'. The table structure is the same as in the previous screenshots.

Add Email Notification?	List Name - View	Add/Remove Bills	Delete	Print
<input checked="" type="checkbox"/>	My Education Bills	Add/Remove Bills	Delete	Print
<input type="checkbox"/>	My Tax Bills	Add/Remove Bills	Delete	Print

1. Click on the “Add/Remove Bills” link within the row of the list you wish to add/remove bills.

The “Add” bill screen is made up of two columns, the first column on the left of the screen is a list of bills that have been introduced by both House and Senate and available for tracking, the column on the right will be your list / the bills you choose to track. As you add bills to “your” list those bills will be removed from the “Add” bill list.

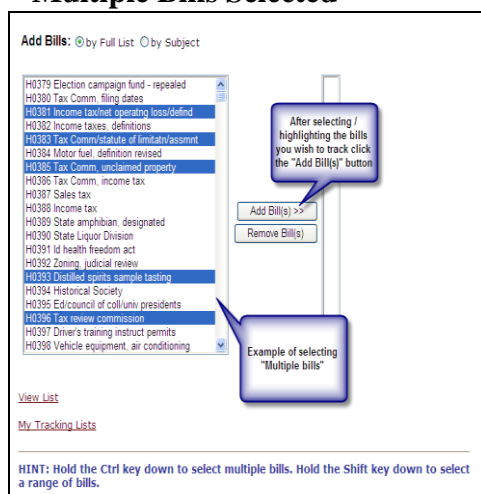
Selecting Bills by Full List

You can choose to select bills “by Full List” or “by Subject”; by default the full list will be selected. The full lists are all bills that have been introduced by both the House and Senate, this list can / will get quite large. If you know the subject / topic of the bill(s) you wish to track select the “by Subject” option; this option will list all bills related to the subject / topic you select. See Selecting Bills by Subject.

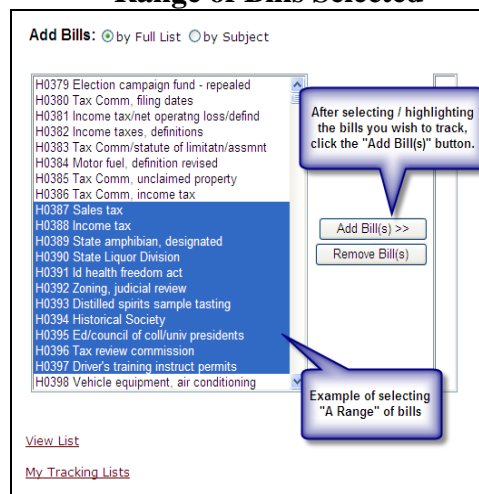


1. Select a bill. Click on the “Add Bill(s)” button or
2. Select multiple bills by, holding the **Ctrl** Key down and using your mouse click on each bill you wish to add to your list. Click on the “Add Bills(s)” button or
3. Click on the first bill you wish to add to your list, hold the Shift key down and click / select on the last bill you wish to add to your list. Click on the “Add Bill(s)” button.

Multiple Bills Selected



Range of Bills Selected



Note: As you add bills to “your” list those bills will be removed from the “Add” bill list. This is list specific.

Selecting Bills by Subject

This option lists bills that have been indexed to specific subjects / topics by the Legislative Research Library. If you know the subject / topic of the bill(s) you wish to track select the “by Subject” option; this option will list all bills related to the subject / topic you select if the bills have been indexed to the selected subject / topic. When tracking by Subject, check back often to see if new bills have been added to the subject of interest; you will need to add new bills to your list as they become available.

1. Click on the “by Subject” option
2. Click on the drop down box and begin to type the subject, select the subject, click search, bills relating to that subject will be displayed.

2010 Session
Change Password
Log out

Add Bills: ☐ by Full List ☒ by Subject

Subject: EDUCATION Search

Click on "by Subject" to select bills by a specific subject /topic

H0386 Tax Comm. income tax
H0394 Historical Society
H0395 Ed/council of coll/univ presidents
H0399 Bribery and corruption
H0400 Ed Brd, power/duties rev'd
H0434 Ed, veterans, resident tuition
H0455 Council for purchases from disabled
H0459 Barber-stylist instructn license
H0492 Death certificates
H0493 Education/mastery adv pilot program
H0511 Council for purchases from disabled
H0537 Social work licensing act
H0544 Higher education stabilization fund
H0545 Ed, habitual truant
H0579 Education, gifted students
H0596 College/university improvements
H0609 Project choice
H0615 Opportunity scholarship program
H0620 Vertebrate paleontological sites
H0624 Education, school release

Add Bill(s) >>
Remove Bill(s)

3. Select a bill. Click on the “Add Bill(s)” button **or**
4. Select multiple bills by, holding the **Ctrl** Key down and using your mouse click on each bill you wish to add to your list. Click on the “Add Bills(s)” button **or**
5. Click on the first bill you wish to add to your list, hold the Shift key down and click / select on the last bill you wish to add to your list. Click on the “Add Bill(s)” button.

Multiple Bills Selected

Add Bills: ☒ by Full List ☐ by Subject

H0379 Election campaign fund - repealed
H0380 Tax Comm. filing dates
H0381 Income tax/net operating loss/defind
H0382 Income taxes, definitions
H0383 Tax Comm/statute of limitatn/assmnt
H0384 Motor fuel, definition revised
H0385 Tax Comm, unclaimed property
H0386 Tax Comm, income tax
H0387 Sales tax
H0388 Income tax
H0389 State amphibian, designated
H0390 State Liquor Division
H0391 Id health freedom act
H0392 Zoning, judicial review
H0393 Distilled spirits sample tasting
H0394 Historical Society
H0395 Ed/council of coll/univ presidents
H0396 Tax review commission
H0397 Driver's training instruct permits
H0398 Vehicle equipment, air conditioning

Add Bill(s) >>
Remove Bill(s)

Example of selecting "Multiple bills"

View List
My Tracking Lists

HINT: Hold the Ctrl key down to select multiple bills. Hold the Shift key down to select a range of bills.

Range of Bills Selected

Add Bills: ☒ by Full List ☐ by Subject

H0379 Election campaign fund - repealed
H0380 Tax Comm, filing dates
H0381 Income tax/net operating loss/defind
H0382 Income taxes, definitions
H0383 Tax Comm/statute of limitatn/assmnt
H0384 Motor fuel, definition revised
H0385 Tax Comm, unclaimed property
H0386 Tax Comm, income tax
H0387 Sales tax
H0388 Income tax
H0389 State amphibian, designated
H0390 State Liquor Division
H0391 Id health freedom act
H0392 Zoning, judicial review
H0393 Distilled spirits sample tasting
H0394 Historical Society
H0395 Ed/council of coll/univ presidents
H0396 Tax review commission
H0397 Driver's training instruct permits
H0398 Vehicle equipment, air conditioning

Add Bill(s) >>
Remove Bill(s)

Example of selecting "A Range" of bills

View List
My Tracking Lists

HINT: Hold the Ctrl key down to select multiple bills. Hold the Shift key down to select a range of bills.

Note: As you add bills to “your” list those bills will be removed from the “Add” bill list. This is list specific.

View, Print, or Add Notes to your List(s)

This option displays bills, bill description, last action take on the bill, check box indicator if you have added notes and a link / screen to add, view, or edit notes. You can also print your list with notes you've added or without notes from this screen.

Home • State of Idaho • Site Map

10th LEGISLATURE

Search Legislation, Statutes & Constitution

Statutes & Rules • Publications • Prior Sessions • Related links

2011 Session
Change Password
Log out

My 2011 Bill Tracking Lists

Create a New Tracking List

Add Email Notification?	List Name - View	Add/Remove Bills	Delete	Print
<input checked="" type="checkbox"/>	My Education Bills	Add/Remove Bills	Delete	Print
<input checked="" type="checkbox"/>	My Tax Bills	Add/Remove Bills	Delete	Print

The list screen displays all bills you selected for this list, from this screen; you will see a list of all bills for the selected list, you can view the text of the bill by clicking on the bill number, see a brief description of the bill, the last action that occurred on the bill, and add personalized notes for one or more bills (notes are by bill not list). If / when notes are added to a bill within your list a green check mark will be displayed to indicate notes are attached to that bill; you can also click on the check mark to view / edit your notes.

Home • State of Idaho • Site Map

10th LEGISLATURE

Search Legislation, Statutes & Constitution

Statutes & Rules • Publications • Prior Sessions • Related links

2011 Session
Change Password
Log out

2011 My Education Bills

[Add/Remove Bills](#) [My Tracking Lists](#) [Print List](#) [Print List with Notes](#)

Bill No	Description	Last Action	Has Note?	View/Edit Note
H0007	Tobacco/cigarette product taxes	Introduced, read first time; referred to: Local Government & Taxation	✓	View/Edit
H0008	Income taxation	Introduced, read first time; referred to: Local Government & Taxation		View/Edit
H0009	Sales tax, aircraft	Reported Printed and Referred to: Revenue & Taxation	✓	View/Edit
H0010	Motor fuels tax	Introduced, read first time; referred to: Local Government & Taxation		View/Edit
H0011	Forest lands, cost study	Introduced, read first time; referred to: Local Government & Taxation	✓	View/Edit
H0012	Motor fuels tax	Introduced, read first time; referred to: Local Government & Taxation		View/Edit
H0013	State tax commission	Introduced, read first time; referred to: Local Government & Taxation		View/Edit
H0014	Election consolidation	Reported Printed and Referred to: State Affairs		View/Edit
H0015	Lava Hot Springs Foundation	Read second time; Filed for Third Reading		View/Edit
H0016	Administration department	Reported Printed and Referred to: State Affairs		View/Edit

View or Print List

View or print your lists by clicking on the “Print List” or “Print List with Notes” hyperlink above the “Bill List”, upper right corner.

2011 My Education Bills

[Add/Remove Bills](#)
[My Tracking Lists](#)

[Print List](#)

[Print List with Notes](#)

Bill No	Description	Last Action	Has Note?	View/Edit Note
H0007	Tobacco/cigarette product taxes	Introduced, read first time; referred to: Local Government & Taxation	✓	View/Edit
H0008	Income taxation	Introduced, read first time; referred to: Local Government & Taxation		View/Edit
H0009	Sales tax, aircraft	Reported Printed and Referred to: Revenue & Taxation	✓	View/Edit

Print List

Idaho Legislature - 2011 Legislative Session

My Education Bills

Bill No	Description	Last Action
H0007	Tobacco/cigarette product taxes	Introduced, read first time; referred to: Local Government & Taxation
H0008	Income taxation	Introduced, read first time; referred to: Local Government & Taxation
H0009	Sales tax, aircraft	Reported Printed and Referred to: Revenue & Taxation
H0010	Motor fuels tax	Introduced, read first time; referred to: Local Government & Taxation
H0011	Forest lands, cost study	Introduced, read first time; referred to: Local Government & Taxation
H0012	Motor fuels tax	Introduced, read first time; referred to: Local Government & Taxation
H0013	State tax commission	Introduced, read first time; referred to: Local Government & Taxation
H0014	Election consolidation	Reported Printed and Referred to: State Affairs
H0015	Lava Hot Springs Foundation	Read second time; Filed for Third Reading
H0016	Administration department	Reported Printed and Referred to: State Affairs
H0017	Transportation dept/commi drv rgmt	Reported Printed and Referred to: Transportation & Defense
H0018	Abandoned motor vehicles, storage	Reported Printed and Referred to: Transportation & Defense
H0019	Medical marijuana	Reported Printed and Referred to: Health & Welfare
H0020	Univ of Idaho, fees	U.C. to hold place on third reading calendar until Monday, January 31, 2011
H0021	Education, Public Records	U.C. to hold place on third reading calendar until Monday, January 31, 2011
S1034	Education/tech transfer	Reported Printed; referred to Education

Actions listed in this report are for tracking purposes only. Official action on bills is reflected in the daily journals as approved by the House and Senate.

Print List with Notes – This list can be sorted by Bill or Notes – defaults by Bill Number. Click on “Note” header or “Bill No.” header to change sort order.

Idaho Legislature - 2011 Legislative Session

My Education Bills

[Click to sort list by "Notes"](#)

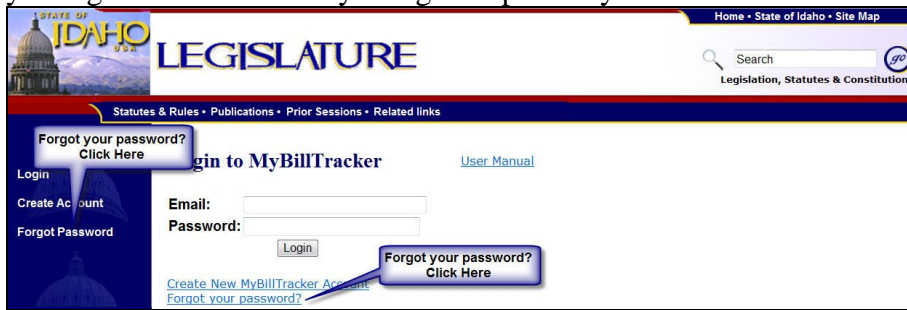
[Click to sort list by "Bill" number](#)

Bill No	Description	Last Action	Note
H0007	Tobacco/cigarette product taxes	Introduced, read first time; referred to: Local Government & Taxation	new notes
H0008	Income taxation	Introduced, read first time; referred to: Local Government & Taxation	
H0009	Sales tax, aircraft	Reported Printed and Referred to: Revenue & Taxation	H 9 note adding new notes
H0010	Motor fuels tax	Introduced, read first time; referred to: Local Government & Taxation	
H0011	Forest lands, cost study	Introduced, read first time; referred to: Local Government & Taxation	1234 note
H0012	Motor fuels tax	Introduced, read first time; referred to: Local Government & Taxation	
H0013	State tax commission	Introduced, read first time; referred to: Local Government & Taxation	
H0014	Election consolidation	Reported Printed and Referred to: State Affairs	
H0015	Lava Hot Springs Foundation	Read second time; Filed for Third Reading	
H0016	Administration department	Reported Printed and Referred to: State Affairs	
H0017	Transportation dept/commi drv rgmt	Reported Printed and Referred to: Transportation & Defense	
H0018	Abandoned motor vehicles, storage	Reported Printed and Referred to: Transportation & Defense	
H0019	Medical marijuana	Reported Printed and Referred to: Health & Welfare	
H0020	Univ of Idaho, fees	U.C. to hold place on third reading calendar until Monday, January 31, 2011	
H0021	Education, Public Records	U.C. to hold place on third reading calendar until Monday, January 31, 2011	these are my notes; nice new features.
S1034	Education/tech transfer	Reported Printed; referred to Education	this is my new notes

Actions listed in this report are for tracking purposes only. Official action on bills is reflected in the daily journals as approved by the House and Senate.


Forgot Password

The “Forgot Password” option allows you to get a new password if you forget the one you registered with when you signed up for MyBillTracker.



The screenshot shows the top of the Idaho Legislature website. The header includes the Idaho state seal and the word "LEGISLATURE". Below the header is a navigation bar with links: "Statutes & Rules", "Publications", "Prior Sessions", and "Related links". On the left side, there is a vertical menu with "Login", "Create Account", and "Forgot Password". The main content area has a "Login to MyBillTracker" section with fields for "Email:" and "Password:", a "Login" button, and a "Forgot your password? Click Here" link. A callout box points to the "Forgot your password? Click Here" link in the main content area. Another callout box points to the "Forgot Password" link in the left sidebar menu.

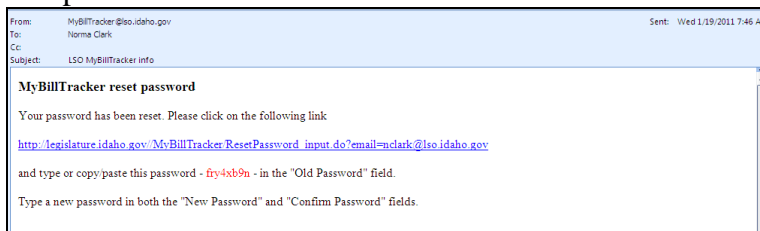
Click on one of the “Forgot Password” options. Type the email address that you registered when signing up for MyBillTracker.



The screenshot shows the "Trouble Accessing Your Account?" page. It has a heading "Trouble Accessing Your Account?" and a sub-heading "Forgot your password? Enter your login email below and we will send you an email to reset your password." Below this is a bullet point: "MyBillTracker info has been sent to your email address." There is an "Email:" field with the text "nclark@iso.idaho.gov" and a "send" button. At the bottom, there are links for "Sign in to My Bill Tracker" and "Create New MyBillTracker Account".

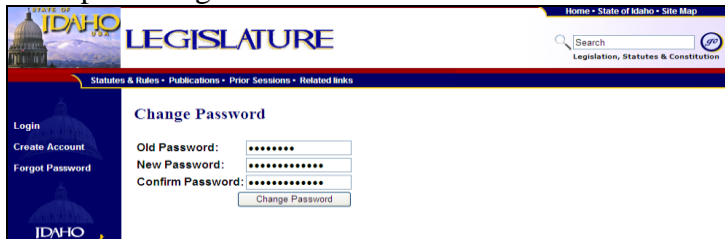
An email will be sent with a temporary password and you will be directed to the “Change Password” screen where you will enter a new password.

Sample email



The screenshot shows an email from "MyBillTracker@iso.idaho.gov" to "Norma Clark" on "Wed 1/19/2011 7:46 AM". The subject is "LSO MyBillTracker info". The body of the email says: "MyBillTracker reset password. Your password has been reset. Please click on the following link: http://legislature.idaho.gov/MyBillTracker/ResetPassword_input.do?email=nclark@iso.idaho.gov and type or copy/paste this password - fry4xb9n - in the "Old Password" field. Type a new password in both the "New Password" and "Confirm Password" fields."

Example Change Password



The screenshot shows the "Change Password" page. It has a heading "Change Password" and three input fields: "Old Password:", "New Password:", and "Confirm Password:". Each field has a password mask (dots). Below the fields is a "Change Password" button.

Log Out

Please Log out when you are done using MyBillTracker.